2023-2024

University of Rio Grande Office of Financial Aid



Maximum Time Frame Appeal

Please fill in the spaces below:

Student Name: _____ Student's ID Number: _ _____ Social Security Number: _____ _____Email: _____

Maximum Time Frame

According to the SAP policy, students must complete their academic program within a specified maximum time frame as required by their chosen program of study. Financial aid eligibility is limited to accumulated attempted hours totaling no more than 150% of the credit hours required to receive a first undergraduate degree (i.e., 120 hours required x 1.5 = 180 maximum allowable hours attempted for financial aid eligibility). Every semester in which you are enrolled in school will be

If you have reached <u>Maximum Time Frame</u> for your degree of study, you are no longer eligible to receive financial aid. This form will allow you appeal the SAP policy for an extension of your financial aid eligibility, in order to complete your degree. This appeal is subject to approval by the Director of Financial Aid. Follow the 4 steps listed below and submit both pages of this appeal and the accompanying documentation to the financial aid office for review.

Step 1 of 4 – Academic Standing				
Program of Study:				
Date Enrolled As Such:				
If this is a Selective Admission Program, have you been accepted?				
Total # of Credits Earned:				
Total # of Credits Attempted:				
Total # of Credits Remaining:				
Total # of Semesters Remaining:				
Step 2 of 4 – Letter of A	Appeal			
Provide a legible letter of appeal which addresses both of	the following: (a) why you have been			
unable to complete your program within the maximum number of credits allowed AND (b) your				
current program of study and career goal(s).				
Step 3 of 4-Enrollment Intentions				
Complete the table on page 2 indicating your enrollment plans for completing your educational				
goal. For assistant in completing the table, visit the records office for an unofficial transcript, con-				
sult your academic advisor for a degree audit, or look up your degree curriculum in the online				
course catalog (<u>http://www.rio.edu/catalog/index.php</u>)				
Step 4 of 4 – Acknowledgement of terms and conditions of a granted appeal				
I understand that if I am granted an appeal for reinstatement of my financial aid, I must maintain a				
minimum overall 2.0 GPA, complete 100% of the courses attempted each semester on time to re-				
tain eligibility (incompletes will not be accepted), and understand only those courses required for				
completion will be financial aid eligible.				
Student Signature:	Date:			

University of Rio Grande/Rio Grande Community College

PO Box 500 Rio Grande, OH 45674-0500

Financial Aid Office Phone:740-245-7218 Fax: 740-245-7102

Email: finaid@rio.edu



Visit: **www.rio.edu** for more information

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Please fill in the spaces below:

Please list all of the courses needed to complete your program and the respective credit hours broken down by the semester the courses will be taken.

Semester:	20 (year)	Semester:	20 (year)
Course Number:	Credit hours	Course Number:	Credit hours
Example: MTH 10103	4 hours	Example: MTH 10103	4 hours
Semester:	20 (year)	Semester:	20 (year)
Course Number:	Credit hours	Course Number:	Credit hours
Example: MTH 10103	4 hours	Example: MTH 10103	4 hours
Compository	20 (year)	Compostory	20 (year)
Semester:	20 (year)	Semester:	20 (year)
Course Number:	Credit hours	Course Number:	Credit hours
Example: MTH 10103	4 hours	Example: MTH 10103	4 hours
		1	

OFFICE USE ONLY

Maximum Time Frame Approval:

____ Approved

____ Denied

Comments: _

Director of Financial Aid Signature:

University of Rio Grande/Rio Grande Community College

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